



# AGR VACANCY ANNOUNCEMENT



**HUMAN RESOURCE/AGR OFFICE**  
**NEW MEXICO NATIONAL GUARD**  
**47 BATAAN BOULEVARD**  
**SANTA FE, NM 87508**

**ANNOUNCEMENT NUMBER:**  
**M-04-1056**

**OPENING DATE:**  
**24 SEP 2004**

**CLOSING DATE:**  
**19 OCT 2004**

**POSITION DESCRIPTION:**  
**ADMIN/TRNG NCO**  
**77F30**

**GRADE:**  
Maximum: E-6  
Minimum: E-4

**OPEN FOR FILL:**

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STATE

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NATIONWIDE

**UNIT OF ACTIVITY:**  
**804th QM POL BN**  
600 Wyoming Boulevard  
Albuquerque , New Mexico 87123-1094

**TYPE OF POSITION**

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NMANG

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NMARNG

**MILITARY ASSIGNMENT:**  
Same as Unit of Activity, NMARNG

**EVALUATION FACTORS USED:**  
Interview, review of individual applications and board selection.

**AREA OF CONSIDERATION:** Open to all members of the New Mexico Army National Guard and to those members of the New Mexico Air National Guard wishing to convert their status to Army.

**MOS QUALIFICATION REQUIREMENTS:** Applicants must be qualified or have the ability to become qualified within 1-year of initial assignment per NGR (AR) 600-5.

**ELIGIBILITY:** Anyone may apply for this position. If not currently in an AGR status, to qualify for appointment, individuals **MUST MEET ALL** initial eligibility requirements of AR 135-18 and NGR 600-5.

- Must be or become a member of the NMARNG prior to entering the AGR program.
- Must be able to serve a minimum of five (5) years in an active duty status prior to completing 18 years of Active Federal Service (AFS) or reaching Mandatory Removal Date (MRD) whichever is earlier.
- Must meet medical standards prescribed in Chapter 3 of AR 40-501. Physical must be accomplished at an active duty medical treatment facility or an ARNG medical unit, if current physical is older than 24 months. Must meet physical standards prescribed in AR 600-9. Normal color vision. Physical profile of 211221.
- Must have sufficient time remaining on current enlistment to complete an initial three (3) year tour.
- Must not be receiving or eligible to receive Federal Retirement annuity or Military Retired Pay.
- Must not be a candidate for or holding an elected Civil Office or engaged in partisan political activities.
- Must not be under a current Suspension of Favorable Personnel Action (FLAG).
- Must not have resigned from the AGR program or other military service in lieu of adverse action.
- Must not have been separated from the AGR program or other military service for cause, unsuitable or unfitness.
- Individuals who were not selected for continuation in the AGR program are ineligible for selection.
- Applicants will be administered and must pass an APFT and weigh-in as part of the consideration process.
- Minimum score of 88 in area CL and 85 in area of OF.

**HOW TO APPLY (ARMY):** Submit the following as a minimum.

**NOTE: DO NOT** submit your application in binders or document protectors.

- a. NGB Form 34-1 (OCT 2002), Application for AGR position.
- b. DA Form 2-1; (Certified true copy-signed and reviewed within last 90 days)
- c. DA Photo (within last 12 months)
- d. Copy of current physical.
- e. Copy of Temporary or Permanent Profile (DA Form 3349)
- f. Last five (5) NCOER or OER (whichever is applicable).
- g. All DD Form(s) 214/DD 220 (all periods of active duty).
- h. NGB Form(s) 23b (RPAM statement current within last 90 days)
- i. DA Form 705 (within one year)
- j. Copy of AGONM 600-9-1 (within last six months)
- k. Copies of DA 5500-R (if applicable).
- l. Copy of current driver's license.

**NOTE:** You may include other supporting documentation or letters of recommendation.

**ACCEPTANCE TIMELINE:** Applications **MUST** be received in our office NLT 1600 hours on the Closing Date of the Announcement. We will date-stamp applications the same day of receipt.

**NOTE: Applications cannot be sent via U.S. mail at government expense. Faxed applications will not be accepted.**

**EQUAL EMPLOYMENT OPPORTUNITY:** HRO will screen applications without regard to race, national origin, lawful affiliations, marital status, membership/non-membership in an employee organization, or to any handicap, which does not interfere with accomplishment of the position requirements.

**DESCRIPTION OF DUTIES AND RESPONSIBILITIES:**

Estimates requirements for personnel, equipment, operator and organizational maintenance and repair of petroleum distribution facilities. Schedules and dispatches petroleum and water products through pipelines and others distribution facilities or equipment. Reviews, consolidates, and prepares technical, personnel and administrative reports associated with POL and water activities

Perform all unit personnel and administrative functions. To include transmittal letters, request for orders, maintain and controls files, awards

**NOTE: INCOMPLETE PACKETS WILL NOT BE CONSIDERED**